

## INTEROFFICE MEMORANDUM

### METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** September 5, 2025

**TO:** Stephen J. Lux, Treasurer  
*Richard L. Martinez, Jr.*  
**FROM:** Richard L. Martinez, Jr., Diversity Administrator

**SUBJECT:** 25-RFP-19 Legal Advisory Services Related to the District Financing Program

The Diversity Section has determined that Affirmative Action goals are not recommended for this RFP.

The District is seeking proposals from legal counsel to provide general legal advisory services related to the District's financing program for a five-year period, with an option to renew for an additional two years, upon approval by the Board of Commissioners. Numerous legal services related to bond sale transactions are also being sought. The estimated five-year cost of the referenced general legal advisory services is \$235,100.00.

Each of the services requested by this RFP calls for specialized legal work that requires unique legal expertise and performance that is typically provided by a single firm. As a result, practical opportunities for subcontracting are not presented by this RFP. Therefore, Appendices A and V should not be included.

The Treasury Department, however, has adopted aspirational goals for this RFP. In accordance with these goals, the District will use its best efforts to award financial advisory, legal advisory and underwriting services related to its bond sales to a minimum of 33% Minority-owned Business Enterprises (MBE), Women-owned Business Enterprises (WBE), and/or Veteran-owned Business Enterprises (VBE).

If further information concerning this review is needed, please contact Fred Fortier, Diversity Officer, at (773) 999-6715.

RLM/FF

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